



POLICY & PERSONNEL COMMITTEE MEETING MINUTES

Tuesday, December 5, 2023

Committee Members in Attendance via Electronic Device: Eva Bermudez Zimmerman, Ellen McKitterick, Alice Pritchard, Mike Soltis

Committee Members Absent: Holly Williams

CT Paid Leave Staff in Attendance via Electronic Device: Joe Cale, Erin Choquette, Michael Cisar, Madeline Granato, Stephanie Oliveras

1. Welcome & Call to Order

Committee Chair Mike Soltis, called the meeting to order at 9:00 a.m.

CTPL Clerical Assistant, Stephanie Oliveras, took attendance by Roll Call and confirmed the existence of a quorum.

Mr. Soltis welcomed members of the public.

2. Review & Approval of November 7, 2023, Meeting Minutes

Mr. Soltis asked the Committee for a review of the November 7, 2023, minutes, and a motion to approve. Alice Pritchard motioned, and Ellen McKitterick seconded the motion. All were in favor. None opposed. Ms. McKitterick abstained. The motion carried.

3. Update on Private Renewals

CTPL General Counsel, Michael Cisar, provided the following update on Private Plan renewals:

- Currently there are 230 private plans that will expire at the end of the year. The majority of those plans submitted timely applications for new private plans that have been approved.
- 63 plans remain.
- Of that number, several have requested additional time to complete their new applications, some have notified us that they have chosen to participate in the public program run by CT Paid Leave, and approximately 40 have not communicated with us at all. We are currently analyzing those employers to determine if they are still in existence.
- Employers with expiring plans that have not received approvals for new plans will become covered under the public program effective January 1, 2024.
- On December 15, 2024, we will send notices to all terminating private plans, providing information about the public program processes and their responsibilities.

4. Discussion regarding the CEO performance evaluation process

CTPL CEO, Erin Choquette, and Mr. Soltis led the discussion regarding the development of a CEO performance evaluation process. It was recommended that the performance evaluation be given every calendar year. The committee will review and adapt the evaluation process recently adopted by WBDC (which was shared with the Authority by Fran Pastore) The Committee was encouraged to review the documents and send any comments to Erin within the next week. Among the elements of the process to be developed are the following: establishing a condensed timeframe for 2024 and a standard timeframe for future years and determining who should be invited to provide input into the evaluation and who should conduct the evaluation.

5. Old Business

None

6. New Business

None

7. Adjournment

Mr. Soltis asked the Committee for a motion to adjourn. Eva Bermudez Zimmerman motioned the adjournment, and Ms. McKitterick seconded that motion. All were in favor. None opposed. None abstained. The motion carried. The meeting adjourned at 9:31 a.m.

Meeting Recording Here: <https://youtu.be/68NBTyZbQUs>

Attachment: Item 3- Update on Private Renewals